

A confirmation of Prior Notice submission must be sent with all shipments to the USA of food products and beverages.

If you have a Chronopost account, our Prior Notice department will handle the Prior Notice submission required for shipments of food and drink to the USA.

Tel.: +33 1 70 06 05 30
Fax: +33 1 72 70 51 50
priornotice@chronopost.fr

Prior Notice support
Monday to Friday,
9 am to 1 pm and 2 pm to 5 pm

Simply follow these three steps:

1 Fill in the attached Prior Notice form.

If you have a large number of products, you can simply send a pro forma invoice, provided that all the required information listed on the form is set out on the invoice, including your Chronopost account number and the parcel shipment number. The following sentence must be added to your invoices: «company name» **“certifies that none of the above-listed products have ever been refused entry to another country”**.



The form is titled "PRIOR NOTICE SYSTEM INTERFACE" and includes logos for the U.S. Food and Drug Administration (FDA) and Chronopost. It contains a "Web Entry Summary Confirmation" section with fields for Envelope Number, Entry Identifier, Port of Arrival, and Number of Intended Prior Notices. Below this is a "WEB ENTRY" section with fields for Envelope Number, Entry Identifier, Port of Arrival, and Number of Intended Prior Notices. The form also includes a "PRIOR NOTICES" section with a table listing individual notices, including their ID, description, date, and status.

Example confirmation of Prior Notice submission

2 Send the form or the documents by fax to +33 1 72 70 51 50 or by email to priornotice@chronopost.fr

3 Enclose the confirmation of Prior Notice submission with the other transport documents and your parcel

The **confirmation of Prior Notice submission** will be sent to you by email no later than two hours after your request, provided that all necessary information has been filled in. This document must therefore be printed out and enclosed with the other transport documents sent with the parcel.

Chronopost sends a monthly invoice to the account holder, corresponding to €6.80 excl. tax per Prior Notice document issued, which must be paid according to the conditions set out in the contract.

Fill in one form per shipment and send it to priornotice@chronopost.fr or by fax to +33 1 72 70 51 50

Sender information

Name of sender or company Chronopost account No. (mandatory)

Address..... Town or city

Post code/ZIP code Country FDA registration No. (11 characters)

Contact person..... Email

Telephone Fax

Recipient information

Name of sender or company..... FDA registration No. (11 characters)

Address..... Town or city

State Post code/ZIP code Country

Contact person..... Email

Telephone Fax

Storage address on arrival in the USA (leave blank if identical to the recipient's address)

Warehouse name..... FDA registration No. (11 characters)

Address.....

Town or city State Post code/ZIP code

Transport information

Shipment tracking number (mandatory)

Reason for shipment Commercial Analysis Other

Product name (use the additional list on the next page if shipping more than three products)	Number of items	Net weight or volume per item	Manufacturer: name, address & registration No. (leave blank if the manufacturer is the sender)

Have the products listed above ever been refused entry to another country? Yes No

If yes, indicate the product and country concerned

Your signature below confirms and guarantees that the information declared above is accurate, truthful, genuine and current, and that it will be updated if necessary; you also authorise Chronopost employees to submit the above information to the US Food and Drug Administration or to any other legally authorised organisation.

Signature Job title

Fill in this list for additional products, and send the whole form to priornotice@chronopost.fr or by fax to +33 172 70 5150

Shipment information (sender)

Name of sender or company

Shipment tracking number (mandatory)

Product name	Number of items	Net weight or volume per item	Manufacturer: name, address & registration No. <small>(leave blank if the manufacturer is the sender)</small>

Have the products listed above ever been refused entry to another country? Yes No

If yes, indicate the product and country concerned

Your signature below confirms and guarantees that the information declared above is accurate, truthful, genuine and current, and that it will be updated if necessary; you also authorise Chronopost employees to submit the above information to the US Food and Drug Administration or to any other legally authorised organisation.

Signature Job title